

**Meeting Minutes  
Advisory Committee on  
Relocation & 2008-2009 Legislative Sessions  
Friday, May 5th, 2006  
Senate Caucus room**

The meeting was called to order at 9:05 am by Senator Patti Anne Lodge, Co-chair. Members present were Senators Davis, Darrington, and Langhorst and Representatives Moyle (Co-chair), Roberts and Henbest. Absent and excused was Representative Field. Staff members present were Jeff Youtz, Supervisor, Budget & Policy Analysis; Eric Milstead, Budget & Policy Analyst; and Lisa Kauffman, Committee Secretary. Also in attendance were Carl Bianchi, Legislative Services; Pam Ahrens, Dept. of Administration; Tim Mason, Jan Frew, Joe Rutledge and Rick Johnson, Division of Public Works; Kent Krohn, LKV Architects; Nick Guho, Guho Corporation; Dawn Hall, Division of Financial Management; Jeannine Wood, Senate Staff; and Pamm Juker, Jeanne Ludwig, Judy Christensen, Terri Franks-Smith and Al Noyes, House Staff.

Jeff Youtz updated the committee on the status of the relocation. The Capitol Restoration Task Force, composed of Legislative Leadership, met several times last year and determined that the Ada County Courthouse would be the ideal place to use as swing space for legislative staff and the upcoming 2008 and 2009 legislative sessions due to its proximity to the Capitol Mall complex, parking garage, and financial considerations. It was determined that to lease space for the approximate 30-month time period needed for the renovation of the existing Capitol and the construction of the new wings the cost would be between \$2.0 and \$3.0 million and the cost to renovate the Courthouse would be closer \$2.5 million. Approximately half of the costs are associated with upgrading the mechanical systems for power, heating, and air conditioning. This represents an investment in the facility, versus expenditure for lease costs with no return. The Courthouse could also then be used as swing space during the remodeling of the Borah Building after the Capitol restoration is complete.

Representatives from the Division of Public Works, Legislative Services Office, Senate and House staff, architect Kent Krohn and various legislators have toured the Courthouse the last six months and have come up with a preliminary design plan to house all Legislative Services staff and Senate and House staff during the 30-month period of construction on the Capitol. An aggressive timetable will require that design decisions by this committee be final by the end of May in order to facilitate the remodeling and mechanical improvements necessary before staff and legislators are moved into the building after the conclusion of the 2007 session.

The basic approach to this project is to provide a clean office environment, using existing offices where possible and utilizing less expensive open space work stations where possible. The project entails new finishes (paint and carpet), new suspended acoustic ceilings and light fixtures, and adequate electrical power, heating and air conditioning. The Senate and House Chambers would function in the two large courtrooms with modifications, and other smaller courtrooms would function as committee hearing rooms.

The large courtrooms designated for Senate and House chambers are not large enough to accommodate a public gallery for viewing the proceedings, so large screen monitors will be set up in designated hearing rooms as public viewing areas which is the same approach Utah is using during their renovation.

The Courthouse will not accommodate an office or workspace for all Legislators, so space in the Capitol Mall has been requested for that purpose. The legislators will have a small desk that will house a floor phone and their laptop and it is unclear at this time if there will be room for a small filing cabinet which they currently have at their disposal.

Eric Milstead distributed a set of plans to each committee member and proceeded to review the plans floor by floor. He reiterated to the committee that these are draft plans so changes can be made at the committee's request. An effort was made to ensure that every person currently employed during the session would have a space in the Courthouse, which included pages, interns, and extra secretarial help. They have also made an effort to assign committee rooms according to the present meeting day and time schedule that is currently in place and the chairman and their staff have been given offices next to their respective committee rooms for quick access. Senator Davis suggested that on the plans for the Senate side for committee rooms and chairman's offices, it would be preferable to identify them only as "committee rooms" or "chairman's offices" until final decisions are made as to assignments.

The basement level will house the press bullpen and the servers for the computer system. There is some space down there that has been unassigned but for the most part the basement is unusable.

The first floor will be primarily devoted to the Legislative Services Staff, including the Director's Office, Network Administration, Research & Legislation, a small working Legislative Library, and three committee meeting rooms with adjacent Senate and House committee chairs and their staff. There have also been work stations for the Senate and House secretarial pool set up within the existing hallways that will be walled off to public access, but some of the committee

members felt that area would be too noisy and disruptive for the secretaries to be able to do their work. Mr. Krohn is going to look at relocating the secretarial pool into the various vaults which are currently unassigned space. That workspace would be a quieter environment for them and it would open up the hallways for more public access.

The second floor houses the remaining committee meeting rooms with adjacent committee chair and staff offices and Senate and House Minority Leadership and staff offices. There were two rooms set aside on this floor designated as "Quiet Rooms" for each body but the committee felt that this space would be better used for office space.

The third floor has the two largest courtrooms which will be used for the Senate and House chambers. These two courtrooms have false ceilings that could possibly be removed. If done, the ceiling would be raised up approximately two floors and with existing skylights and windows would add to the feeling of space in these two chambers and allow in more natural light. Also located on this floor would be Senate and House Majority Leadership offices and staff, including the Sergeant of Arms and the Pages, and one large committee meeting room.

The fourth floor has been designated as office space for Legislative Services Budget & Policy staff and possibly the JFAC Co-chairs and their secretaries. There is only one small footprint on this level and due to the limited space available, would only house this one division of office suites.

The fifth floor will be used for the main Legislative Research Library and their staff. There will be a small working library located on the first floor to assist the bill drafters but the main library will be located on the fifth floor. After an inspection by the Division of Building Safety, it was determined that due to the lack of emergency exits, that the maximum amount of people that could utilize the fifth floor at one time would be (10) so this area will not be used for office space. It was suggested that since some of the documents located in the library are irreplaceable, that a security system and a fire prevention system be installed to ensure the safety of these documents.

The remaining floors are the old jail space and again, due to the lack of emergency exits, are not suitable at this time for office space or committee rooms.

Kent Krohn distributed and then reviewed with the committee the Cost Projection Summary Sheet for the Modifications that LKV Architects and Guho Corporation, General Contractors, had prepared as an estimate. Mr. Krohn reiterated that this was not a bid for the project, but a cost estimate of the work to be done. The bidding process will be handled through the Department of Administration once

the committee has finalized the plans. The preliminary estimates ranged from a low of \$1,915,000, an intermediate figure of \$2,475,000 and a high of \$3,285,000. The different estimates are due to the extent of mechanical systems replacement and upgrade. The low-end estimate includes only a modest upgrade of mechanical systems while the intermediate estimate includes a more robust mechanical upgrade, principally for those portions of the building to be occupied year-round. The highest estimate includes a more robust upgrade for the entire facility.

All estimates include the general contracting improvements (paint, carpet, demolition and replacement of walls, etc., new fixtures if needed, new mini blinds, removal and vaulting of the existing false ceilings in the new Senate and House Chambers, window reglazing and repair, hardware replacement, general cleaning and refurbishing of the building if needed, etc.), a new entry canopy, miscellaneous code updates and structural repairs, historical fixture repair or replacement, and general and mechanical contingencies. Some of the big unknowns at this time are the condition of the boiler units. A pressure test has been scheduled for next week and the report will be available at this committee's next meeting. The elevator system will also be evaluated.

The committee felt that although space may be tight at the Courthouse while the Capitol is being renovated, it is certainly workable and they will meet again on Thursday, May 25<sup>th</sup>, from 9 am -3 pm, in the House Caucus Room to discuss the final plans and review the test results on the boiler and elevator systems.

Meeting was adjourned at 12:37 pm.